

Composition of the Internal Quality Assurance Cell (2020-21)

Formation of IQAC 2020-21 -

1. **Chairperson** – Dr. Manju Jain
2. **Coordinator** – Dr. Madhu Sahni
3. **Members from Management** – Sh. Anil Kumar Bindal, Co-ordinator, Vaish College of Education, Rohtak & Executive Member, Governing Body, Vaish Education Society, Rohtak
4. **Nominees from local Society** –
Prof. Devender Dhull, Director Sports, MDU, Rohtak
Dr. Sushma Chugh, Associate Professor, Gaur Brahman College of Education, Rohtak
5. **Nominee from Industrialists/stakeholders** –
Mr. Davendra Malhotra, Malhotra Industries, Hisar Road, Rohtak
Mr. O. P. Aggarwal, Parent of B.Ed. student
Ms. Sunita Bansal, Parent of M.Ed. student
6. **College Teaching Staff Members**

Dr. Taruna Malhotra	Dr. Anju Sachdeva
Dr. Jyoti Ahuja	Dr. Anju Sharma
Ms. Preeti Dahiya	Dr. Jyoti Goel
Dr. Nidhi Kakkar	Dr. Sudesh Gupta
Dr. Kamlesh Dhull	Dr. Pooja Pasrija
Ms. Meenu Gupta	Dr. Indu Jain
7. **Administrative Officers-**
Mr. Rahul (Accountant)
Ms. Seema Garg (Head Clerk)
8. **Alumni Association (Students)-**
Gourav (Roll No. 97, 2015-16), Meenakshi Gupta (Roll No.161,2011-12),
Shashank (Roll No.100, 2018-20), Sweety(Roll No.400, 2018-20),
Sheel Makkar(Roll No.8, 2018-20)
9. **B.Ed. Students (2020-2021)-**
Neha Khatri (Roll No.75), Neeraj (Roll No.95), Vinay Preet (Roll No.228),
Pratibha (2 Roll No.42)

Minutes of Meeting of IQAC

The first IQAC meeting was held on Aug. 6, 2020. The principal extended welcome to all the members present. She urged upon all the members for their valuable contribution and participating towards attainment of excellence and quality in academic and administrative matter of the institution. She congratulated all staff members for their participation in seminars/workshops/FDP, publication of books, writing chapters in edited books, etc.

The following points were discussed in the meeting:

1. Network issues in college campus might reduce the capacity to take smooth online classes. Thus there is need to augment the existing internet facilities in college to facilitate online teaching and online exams from college campus.
2. Preventive measures for Covid-19 will be adopted at top priority level.
3. Modalities of B.Ed. and M.Ed. Final Theory Examinations this year. For the first time students will attempt objective type questions in Final Theory Exams to be conducted by MDU Rohtak. In order to facilitate their performance, special guidance should be provided to students for preparing for MCQs.
4. For developing academic and cultural talents of students, there is need to motivate the students to participate in online co-curricular activities.
5. Special guidance should be provided to B.Ed. and M.Ed. students in preparing for objective type Question Paper for facilitating their performance in online/offline exams.

Meeting ended with a vote of thanks to and from chair.

Members Present:

- 1. Chairperson** – Dr. Manju Jain
- 2. Coordinator** – Dr. Madhu Sahni
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Minutes of Meeting of IQAC

The second IQAC meeting was held on Nov. 24, 2020. The principal extended welcome to all the members present. She specially welcomed two external experts. The IQAC co-ordinator placed before the house the action taken report on the resolutions adopted in the earlier meeting. She informed

1. Network issues in the college have been resolved with addition of three internet connection from Railnet and ten Wi-Fi adapters in college campus. Two Printers with scanner have also been purchased.
2. Staff members and students are adopting covid safety measures at their top priority level. Digital & Non-contact thermometer has been purchased and is being used daily to check the body temperature of everybody entering the college campus. Facemasks have also been distributed to Group D employees. Sanitizers have been made available at the entrance gate and each and every lab of the college.
3. Students have been made comfortable in participating online co-curricular activities.
4. B.Ed. and M.Ed. students were provided special guidance (online) regarding preparation for objective type question paper in MDU Final Theory Exams. They were also provided with sample question papers of different papers by concerned teachers.

The meeting proposed the following:

1. Modalities of doing B.Ed. admissions online this year. This will be happening for the first time and adequate laptops and technically proficient teachers are needed. So faculty members would have to be trained to do admissions of candidates who are covid positive through online mode.
2. Possibilities of conduction of mentor health support programmes for teachers and students during covid era.
3. Schools are functioning in online mode. Internship Programme for B.Ed. 2nd Year students need to be conducted online. So students should be trained in imparting online delivery of their lessons.

Meeting ended with a vote of thanks to and from chair.

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Minutes of Meeting of IQAC

The third IQAC meeting was held on Feb. 6, 2021. The principal extended welcome to all the members present. She specially welcomed two external experts

The IQAC co-ordinator placed before the house the action taken report on the resolutions adopted in the earlier meeting. She informed

1. Online admission process went satisfactory.
2. Provision of Mental Health Support Programme for students as well as teachers during Covid-19 crisis is being strengthened.
3. B.Ed. 2nd Year students are doing well in internship programme. Mentors are in constant touch with interns and school authorities.

The following points were discussed in the meeting:

1. Possibilities for conducting activities relevant during Covid era under YRC Club.
2. Keeping in view the increasing cases of Covid positive and future uncertainty, B.Ed. 1st Year students should also be made adjusted in online mode simultaneously.

Meeting ended with a vote of thanks to and from chair.

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Minutes of Meeting of IQAC

The fourth IQAC meeting was held on July 10, 2021. The principal extended welcome to all the members present. She specially welcomed two external experts. The IQAC co-ordinator placed before the house the action taken report on the resolutions adopted in the earlier meeting. She informed

1. Under YRC Club the following activities were organized:
 - (i) Poster making competition on 'Aids and Blood Donation' was organized on March 19, 2021.
 - (ii) Poster making and slogan writing competition on 'How to reduce the risk of Corona viruse was organized on April 13, 2021.
 - (iii) Poster making and slogan writing competition on 'Anti-Tobacco Day' on May 31, 2021 was organized in online mode.
2. Classes are running in online mode now and B.Ed. 1st year students' adjustment with online mode was facilitated through regular communication between teacher educators and students.
3. Under Mental Health Support Programme, the following activities were conducted:
 - (i) Online workshop on 'Be Happy and empowered through Meditation' was conducted on Feb. 18, 2021.
 - (ii) Online workshop on 'Nutri Yoga for Body, Mind and Soul' was conducted on May 25, 2021.
4. Extension Lecture by Sh. M.S.Deshwal was delivered online on June 21, 2021 explaining the health benefits of performing Yoga.

The following points were discussed in the meeting:

1. Format for submission of AQAR (2020-2021), is to be studied from NAAC portal.
2. Identification of documents required for submission of AQAR.
3. Team of teachers to be working on AQAR (2020-2021) was identified.
4. Students' feedback form was discussed for monitoring teaching-learning process during the session

Meeting ended with a vote of thanks to and from chair.

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